

**INDEPENDENT SCHOOL DISTRICT NO. 625**  
**Saint Paul, Minnesota**  
**MINUTES OF THE REGULAR MEETING OF THE BOARD OF EDUCATION**

**June 21, 2011**

**I. CALL TO ORDER**

The meeting was called to order at 5:48 p.m.

**II. ROLL CALL**

PRESENT: Mr. Risberg, Mr. Hardy (arrived at 6:00 p.m.), Ms. Kong-Thao, Ms. O'Connell, Mr. Brodrick, Ms. Street-Stewart, Ms. Carroll, Superintendent Silva, Mr. Lalla, General Counsel, Marilyn Polsfuss, Assistant Clerk

**III. APPROVAL OF THE ORDER OF THE AGENDA**

A. Order of the Consent Agenda

**MOTION:** Ms. Kong-Thao moved approval of the Order of the Consent Agenda with the exception of Items A3- Request for Permission to Accept a \$10,000 Monetary Gift Donation to Jackson Preparatory Magnet from the Estate of a Former Educator, A4 - Acceptance of a Bequest from the Estate of Dr. Terilyn Turner through the St. Paul Public Schools Foundation to the St. Paul Public Schools – Adult Basic Education Program at the Ronald M. Hubbs Center for Lifelong Learning (Hubbs Center), C1 - School Resource Officer Contract and D4 - Integrated Workplace Management System (IWMS) Software which were pulled for separate consideration. Motion seconded by Ms. Carroll.

The motion was approved with the following roll call vote:

Mr. Risberg	Yes
Mr. Hardy	Absent
Ms. Kong-Thao	Yes
Ms. O'Connell	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes
Ms. Carroll	Yes

B. Order of the Main Agenda

**MOTION:** Ms. Carroll moved approval of the Order of the Main Agenda; motion seconded by Mr. Brodrick.

The motion was approved with the following roll call vote:

Mr. Risberg	Yes
Mr. Hardy	Absent
Ms. Kong-Thao	Yes
Ms. O'Connell	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes
Ms. Carroll	Yes

IV. APPROVAL OF THE MINUTES

- A. Minutes of the Regular Meeting of the Board of Education of May 17, 2011
- B. Minutes of the Special Meeting of the Board of Education of June 7, 2011

**MOTION:** Ms. Carroll moved approval of the Minutes of the Regular Meeting of the Board of Education of May 17, 2011 and Minutes of the Special Meeting of the Board of Education of June 7, 2011 as published. Motion seconded by Ms. Kong-Thao.

The motion was approved with the following roll call vote:

Mr. Risberg	Yes
Mr. Hardy	Yes
Ms. Kong-Thao	Yes
Ms. O'Connell	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes
Ms. Carroll	Yes

V. CONSENT AGENDA

**MOTION:** Ms. Kong-Thao moved the Board of Education approve all Consent Agenda Items as published with the exception of Items A3- Request for Permission to Accept a \$10,000 Monetary Gift Donation to Jackson Preparatory Magnet from the Estate of a Former Educator, A4 - Acceptance of a Bequest from the Estate of Dr. Terilyn Turner through the St. Paul Public Schools Foundation to the St. Paul Public Schools – Adult Basic Education Program at the Ronald M. Hubbs Center for Lifelong Learning (Hubbs Center), C1 - School Resource Officer Contract and D4 - Integrated Workplace Management System (IWMS) Software which were pulled for separate consideration. Motion seconded by Ms. O'Connell.

The motion was approved with the following roll call vote:

Mr. Risberg	Yes
Mr. Hardy	Yes
Ms. Kong-Thao	Yes
Ms. O'Connell	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes
Ms. Carroll	Yes

A. Gifts

**BF 28696 Gift Acceptance from the Central High School Parent Advisory Council**  
That the Board of Education authorize the Superintendent (designee) to allow Central High School to accept a monetary gift from the Central High School Parent Advisory Council to be used as designated. The total gift of \$6,000 will be deposited into the Central High School intra-school account, 19-210-000-000-5096-0000.

**BF 28697 Gift Acceptance from J.J. Hill Montessori Magnet School Parent Teacher Organization**  
That the Saint Paul Public Schools Board of Education authorize the Superintendent (designee) to allow J.J. Hill Montessori Magnet School to accept a monetary gift of \$6,000.00 from the J.J. Hill Montessori Magnet School Parent Teacher Organization. The total amount will be deposited in Intraschool Fund 19-493-000-0000-5096-0000.

B. Grants

**BF 28698      Permission to Submit and Accept, if Approved, an Adult Basic Education Proposal for 2011-2012 and Distribute Funds to Saint Paul Literacy Consortium Members**

That the Board of Education authorize the Superintendent (designee) to submit a grant application to the Minnesota Department of Education to provide Adult Basic Education services for the 2011-2012 year, to accept funds if awarded, and to disburse funds to Saint Paul Community Literacy Consortium members based on the adult basic education formula.

**BF 28699      Request for Permission to Submit a Grant Application to the Minnesota Department of Education for an Adult Basic Education Distance Learning Grant**

That the Board of Education authorize the Superintendent (designee) to submit an application to the Minnesota Department of Education for an Adult Basic Education Distance Learning grant at the Ronald M. Hubbs Center; to accept funds, if awarded; and to implement the project as specified in the award documents

**BF 28700      Request for Permission to Submit a Grant Application to the Minnesota Department of Education for an English Literacy and Civics Education Grant**

That the Board of Education authorize the Superintendent (designee) to submit an application to the Minnesota Department of Education for an English Literacy and Civics Education grant at the Ronald M. Hubbs Center; to accept funds, if awarded; and to implement the project as specified in the award documents.

**BF 28701      Request for Permission to Submit a Grant Application to the Minnesota Department of Education for a Fresh Fruit and Vegetable Program**

That the Board of Education authorize the Superintendent (designee) to submit an application to the Minnesota Department of Education and Fresh Fruit and Vegetable Program to introduce fresh fruits and vegetables as healthy snack options to elementary school children during the school day. The project will use fruit and vegetable classroom kits for students to consume, while teachers provide a presentation on or read a book to students about fruits and vegetables. SPPS will partner with Saint Paul-Ramsey County Department of Health, Institute for Agriculture and Trade Policy, Bergin Fruit and Nut Company, Cre 8 It Inc., and Community Design Center of Minnesota for the project; to accept funds, if awarded; and to implement the project as specified in the award documents.

**BF 28702      Request Permission to Submit Grant Application and Required Reports for Supplemental Title I Funding Authorized by the No Child Left Behind Act of 2001 (Elementary and Secondary Education Act of 1965) to the Minnesota Department of Education (MDE).**

That the Board of Education authorize the Superintendent (or designee) to submit the grant applications for supplemental Title I funding under ARRA and NCLB to the Minnesota Department of Education; to accept funds if awarded; and to implement the project as specified in the award documents.

**BF 28703      Request for Permission to Submit a Grant Application to Project Lead the Way**

That the Board of Education authorize the Superintendent (designee) to submit an application to Project Lead the Way for PTE funding at Washington Technology Secondary School; to accept funds, if awarded; and to implement the project as specified in the award documents.

**BF 28704      Request for Permission to Submit a Grant Application to the U.S. Department of Education for a Carol M. White Physical Education Program Grant**

That the Board of Education authorize the Superintendent (designee) to submit an application to the U.S. Department of Education Carol M. White Physical Education Program for job-

embedded staff development through content-area coaching and the creation of a district-wide standards-based curriculum in nutrition and physical education; to accept funds, if awarded; and to implement the project as specified in the award documents.

**BF 28705 Request for Permission to Accept a Grant Award from the Capitol Region Watershed District, Saint Paul, MN**

That the Board of Education authorizes the Superintendent (designee) to accept a grant award from Capitol Region Watershed District and to implement the project as specified in the award documents.

C. Contracts

**BF 28706 Supplemental Educational Services - Increase to Contract for ClubZ! Tutoring**

That the Board of Education authorizes Superintendent Valeria Silva revise contract amounts with the above authorized SES providers for the school year 2010-2011.

D. Administrative Items

**BF 28707 Approval of District Health and Safety Program Revenue Application**

That the Board of Education approve the District's submittal of the annual health and safety program revenue application to the state as submitted by the Director of Facilities.

**BF 28708 Establishment of the Unclassified Position of Furniture and Move Coordinator for Independent School District No. 625 and Relevant Terms and Conditions of Employment**

That the Board of Education of Independent School District No. 625 approve the establishment of the Furniture and Move Coordinator job title effective June 21, 2011; that the Board of Education declare the position of Furniture and Move Coordinator as unclassified and exempt from Civil Service; and that the pay rate be Grade 10 of the Professional Employees Association standard ranges.

**BF 28709 Establishment of the Unclassified Position of Nutrition Specialist for Independent School District No. 625 and Relevant Terms and Conditions of Employment**

That the Board of Education of Independent School District No. 625 approve the establishment of the Nutrition Specialist job title effective June 21, 2011; that the Board of Education declare the position of Nutrition Specialist as unclassified and exempt from Civil Service; and that the pay rate be Grade 9 of the Professional Employees Association standard ranges.

**BF 28710 Approval of MNTAAB 2011B Credit Enhancement Application**

That the Board of Education approve the application of Saint Paul Public Schools for participation in the MnTAAB 2011B pool for a maximum of \$56.2 million dollars to be received on August 25, 2011.

**BF 28711 Monthly Operating Authority**

That the Board of Education approve and ratify the following checks and wire transfers for the period May 1- 31, 2011.

(a) General Account	#488221-489631	\$50,826,820.15
	#3015593-3015678	
(b) Debt Service	--	.00
(c) Construction	--	824,101.66
		<u>\$51,650,921.81</u>

Included in the above disbursements are payrolls in the amount of \$34,787,957.26 and overtime of \$113,422.84.

(d) Collateral Changes                      None

That the Board of Education further authorize payment of properly certified cash disbursements including payrolls, overtime schedules, compensation claims, and claims under the Workers' Compensation Law falling within the period ending September 20, 2011.

**BF 28712            Name Change for Washington Technology Magnet Secondary School at the Arlington Building**

That the Board of Education authorize the Superintendent to approve a name change from Washington Technology Magnet Secondary School at the Arlington Building to Washington Technology Magnet School which reflects alignment with the current site and continued program of the school.

**BF 28713            Request for Permission to Submit Applications and All Required Reports and Revisions for Funding Authorized by the No Child Left Behind Act of 2001 (Elementary and Secondary Education Act of 1965) to the Minnesota Department of Education**

That the Board of Education authorize the Superintendent (designee) to submit the required applications for funding under NCLB to the Minnesota Department of Education; to accept funds if awarded; and to implement the project as specified in the award documents, including the submission of required reports and budget revisions.

**BF 28714            Revision to Policy 701.01 General Fund Balance**

That the Board of Education approve the revision to SPPS Policy 701.01 as reflected in the attached document.

E. Bids

**BF 28715            Amendment of Request for Proposal No. A9224-W Prime Vendor Contract for Groceries**

That the Board of Education authorize the amendment of RFP No. A9224-W to increase the amount of the prime vendor contract \$300,000 to \$1,753,805.70 with US Foodservice for furnishing and delivery of groceries to Nutrition Services for the one-year period starting August 1, 2010 to \$1,753,805.70.

**BF 28716            Amendment of Request for Proposal No. A9225-W Non-Food Disposable Supplies**

That the Board of Education authorize the amendment of RFP No. A9225-W, which began August 1, 2010, to increase the amount of the contract by \$125,000.00 to \$489,682.78 with Trio Supply for furnishing and delivery of non-food supplies to Nutrition Services.

**BF 28717            Bid No. A9327-E Amendment to Dairy and Juice Products Contract**

That the Board of Education authorize the amendment of Bid No. A9327-E to increase the amount of the contract by \$150,000.00 to \$1,800,000.00 with Schroeder Milk Company, Inc. for furnishing and delivery of dairy and juice products to Nutrition Services.

**BF 28718            Bid # A9396-E Amendment to Contract for Petite Bananas**

That the Board of Education authorize the amendment of bid No. A9397-E to increase the amount of the contract by \$15,000.00 to \$155,000.00 with J & J Distributing, for furnishing and delivery of petite bananas to Nutrition Services.

**BF 28719            Bid No. A9399-W Amendment to Contract for Breaded and Pre-cooked Chicken Breast Patties**

That the Board of Education authorize the amendment of Bid No. A9399-W to increase the amount of the contract \$25,000.00 to \$237,600.00 with Pierre Foods for furnishing and delivery of breaded and pre-cooked chicken breast patties to Nutrition Services

**BF 28720 Request for Proposal No. A9441-K Integrated Workplace Management System (IWMS) Software Implementation**

That the Board of Education authorize award of Request for Proposal No. A9441-K to the most responsive proposer eCIFM, Inc, for the integration of TRIRIGA IWMS at an estimated cost not to exceed \$118,759.00.

**BF 28721 Bid No. A9457-K District-wide Elevator Maintenance Services**

That the Board of Education authorize award of Bid No. A9457-K for providing elevator maintenance services at District buildings to the lowest responsible bidder, Schindler Elevator Corporation for the monthly base bid amount of \$9,300.00 and unit prices 1, 2, 3, 4, 5 and 6. The annual cost is \$111,600.00.

**BF 28722 Bid No. A9464-K Miscellaneous Improvements at Hancock/Hamline University Collaborative Magnet - 1599 Englewood Avenue**

That the Board of Education authorize award of Bid No. A9464-K for miscellaneous improvements at Hancock/Hamline University Collaborative Magnet to the lowest responsible bidder, James Steele Construction Co. for the lump sum base bid plus alternates 1, 3 and 4 of \$269,550.00 and unit price 1.

**BF 28723 Bid No. A9465-E Yogurt Items**

That the Board of Education authorize award of Bid No. A9465-E for furnishing and delivery of Yogurt Items during the period August 1, 2011 through July 31, 2012 to the lowest conforming bidder, Upstate Farms, in the amount of \$197,880.00.

**BF 28724 Bid No. A9466-E Petite Bananas**

That the Board of Education authorize award of Bid No. A9466-E for furnishing and delivery of Petite Bananas during the period September 1, 2011 through August 30, 2012 to the lowest conforming bidder, decided by witnessed coin toss, J & J Distributing in the amount of \$195,250.00.

**BF 28725 Bid No. A9467-E Frozen Breakfast Products**

That the Board of Education authorize award of Bid No. A9467-E for furnishing and delivery of frozen breakfast products during the period August 1, 2011 through June 30, 2012 to the lowest conforming bidder, Sysco MN, in the amount of \$408,477.00.

**BF 28726 Bid No. A9468-E Fresh Bakery Goods**

That the Board of Education authorize award of Bid No. A9468-E for furnishing and delivery of Fresh Bakery Goods during the period from September 1, 2011 through August 31, 2012 to sole conforming bidder, Sara Lee Bakery Group, in the amount of \$174,984.00.

**BF 28727 Bid A9469-K Heating, Ventilation and Air Conditioning (HVAC) System Modifications at District Service Facility – 1930 Como Avenue**

That the Board of Education authorize award of Bid No. A9469-K for construction of heating, ventilation and air conditioning (HVAC) system modifications at the District Service Facility, 1930 Como Avenue to the lowest responsible bidder, LBP Mechanical, Inc. for the lump sum base bid of \$338,000.00.

**BF 28728 Bid No. A9470-K Miscellaneous Construction at Wellstone Building, 65 East Kellogg Boulevard**

That the Board of Education authorize award of Bid No. A9470-K for construction of miscellaneous improvements at the former Wellstone Building, 65 E. Kellogg Boulevard, to the lowest responsible bidder, Schreiber Mullaney Construction Co. Inc. for the lump sum base bid plus alternate no. 2 for \$1,667,060.00.

VI. SUPERINTENDENT'S REPORT

A. Human Resource Transactions

The Superintendent indicated she would announce several appointments to the Superintendency and administration and principal assignments to schools (names are outlined in motion below).

**MOTION:** Ms. Carroll moved, seconded by Ms. O'Connell, the Board of Education approve the Human Resource Transactions for the period April 29 through May 31, 2011 as published and that the Board of Education approve the Superintendent's recommendations regarding administrative appointments and in connection therewith:

- Establish the following Superintendency position and associated salary range effective June 21, 2011: Director, Academic Support (\$94,744-\$120,286).
- Appoint the following individuals to the following Superintendency positions effective July 1, 2011:
  - Mr. Willie Jett, Assistant Superintendent for High Schools
  - Dr. Elizabeth Keenan, Executive Director, Special Education
  - Ms. Christine Osorio, Executive Director, Curriculum Instruction and Professional Development (CIPD)
  - Mr. Steve Unowsky, Director, Academic Support
  - Ms. Zena Stenvik, Interim Director, ELL
- That the 2009-2011 Terms and Conditions of Professional Employment for members of the Superintendency be amended to comply with the foregoing.
- Appoint the following individuals to the following Administrative positions effective July 1, 2011:
  - Mr. Steven Hoffman, Assistant Director, Academic Innovation & Technology Integration
  - Ms. Michelle Bierman, Assistant Director CIPD
- Accept the following principal placements for the 2011-2012 school year:
  - Heidi Bernal, Principal, Adams Spanish Immersion
  - Andy Xiong, Principal, Eastern Heights
  - Jim Elander, Principal, Four Seasons A+ Elementary
  - Jayne Ropella, Principal, The Heights Community School
  - Eleanor Clemmons, Principal, Highwood Hills
  - Kate Flynn, Principal, Mississippi Creative Arts Magnet
  - Hamilton bell, Principal, Open Special Education site
  - Mary Weyandt, Interim Principal, American Indian Magnet
  - Kris Peterson, Principal, Open World Learning Community/Creative Arts High School
  - Steve Aeilts, Principal, Johnson High School
  - Craig Anderson, Principal, Hancock-Hamline
  - Angelica Van Iperen, Principal, Paul & Sheila Wellstone
  - Karen Duke, Principal, Randolph Heights
  - Howard Wilson, Principal, Battle Creek Elementary

The motion was approved with the following roll call vote:

Mr. Risberg	Yes
Mr. Hardy	Yes
Ms. Kong-Thao	Yes
Ms. O'Connell	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes
Ms. Carroll	Yes

**QUESTIONS/DISCUSSION:**

- The new position being created, Director of Academic Support, what are the responsibilities for that position? Response: The Director of Academic Support will work in the area of development of teachers and principal professional development.

Particularly in-depth one-on-one mentoring support. The position is funded by a Bush Foundation Grant and a Leadership Grant.

- Thanks were extended to administration for these selections at such a critical time for the district.

**MOTION:** Ms. Carroll moved the Board of Education approve the appointment of Ivar Nelson to the position of Director, Information Technology for Saint Paul Public Schools. Motion seconded by Ms. Kong-Thao.

The motion was approved with the following roll call vote:

Mr. Risberg	Yes
Mr. Hardy	Yes
Ms. Kong-Thao	Yes
Ms. O'Connell	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes
Ms. Carroll	Yes

B. Recognitions

**BF 28729**                      Acknowledgement of Good Work Provided by Outstanding District Employees and Departments

- **Vergene Downs, Gifted and Talented Teacher at Benjamin E. Mays**, was named a WEM Outstanding Educator in the area of Academic Challenge Coach. Each year six state honorees are named, and this year Vergene was named. Academic Challenge Coach Awards are given to licensed educators who are exemplary coaches of student teams that participate and compete in academic challenges.
- **Jamin McKenzie, teacher at Battle Creek Middle School**, who was named Saint Paul Rotary Teacher of the Year.
- **Mary Ann Rogers, art teacher at Washington Technology Magnet**, was presented the 2011 Arts Educator of the Year Award by the Ordway Center.
- **Tara Kaup, asthma and diabetes resource nurse**, was recently awarded the Stop Diabetes LEARN award for the work she and others did on the Safe at School Taskforce at the annual American Diabetes Association Gala.
- **Candy Schnepf, Capitol Hill Gifted and Talented sixth grade teacher**, received the 2010 first-place doctoral dissertation award from the American Montessori Society (AMS). Her dissertation entitled "A Comparative Case Study of the Implementation of Montessori Pedagogy in the United Republic of Tanzania and the Russian Federation" was completed in the department of Educational Policy and Administration at the University of Minnesota.

**MOTION:** Ms. Kong-Thao moved the Board of Education recognize the staff and departments acknowledged above for their contributions and outstanding work. The motion was seconded by Mr. Hardy.

The motion was approved with the following roll call vote:

Mr. Risberg	Yes
Mr. Hardy	Yes
Ms. Kong-Thao	Yes
Ms. O'Connell	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes
Ms. Carroll	Yes

C. SY 2011-2012 Budget

The Superintendent stated it was necessary to cut \$24 million this year on top of the \$27 million cut in 2010. She reminded the public those cuts are a continuation of cuts over many years. She stated administration had concentrated on avoiding cuts that affect schools directly while working to make the budget support the SSSC Plan. She stated the budget needs to be balanced while still supporting schools as much as possible. There is an additional \$7.2 million going to schools this year. She reminded everyone that the budget was built on a targeted number but since there has been no legislative action which would provide a firm number to work from things could still change, one way or another. She then turned the meeting over to the Chief Business Officer to make a brief budget presentation.

He stated the purpose of the presentation was to advance the SPPS administration's balanced budget proposal for consideration by the Board and to proceed to adoption of budget by June 30, 2011.

He then moved on to an overview of the FY 12 budget proposal stating the total FY 12 projected budget is \$636.3 million. He then broke out the allocations into the various funds.

The General Fund Fully Financed budget is \$41.1 million. This contains budgets with an outside funding source (private, state or federal grants or contract for services) and a specific use. Most of these funding sources require specific financial reporting to ensure their funds are expended within the agreement's terms and conditions.

The Food Service Fund budget totals \$24.4 million. This fund must be established in a district that maintains a food service program for students. Food services are those activities that have as their purpose the preparation and serving of regular and incidental meals, lunches and snacks in connection with school activities.

The Community Service Fund budget is \$20.3 million and must be established in a district that provides services to residents in the areas of: Adult Basic Education, Early Childhood Family Education, School Readiness, School Age Care, Adults with Disabilities and general enrichment, youth and senior programs, recreation and other similar services.

The Community Service Fully Financed Fund (\$4.7 million) contains budgets with an outside funding source and specific use as noted earlier in the GF Fully Financed fund area.

The Building Construction Fund records financial activity relating to a building construction programs resulting from the sale of general obligation bonds or certificates of participation by a school district. Building construction funds are held in trust and expended only for authorized projects. These funds may be used for general construction, building additions, architectural and engineering costs and equipment. This budget if \$32.9 million.

The Debt Service Fund (\$50.8 million) must be established in a district that has outstanding bonded indebtedness, for building construction or operating capital. It must record activity for initial or refunded bonds. The School Board must authorize the investment of debt funds in certain types of securities specified by law. The earnings accrued from such investments become a part of the Debt Service Fund.

The General Fund (\$462.1 million) is where all activities that are not accounted for in a special purpose funds are held. The activities in this fund include such things as all regular and special education classroom activities, student and district support services, building and grounds operation and maintenance. This fund must be balanced, even when there is a shortfall.

Key Planning Assumptions established for the budget were: (1) the SSSC Plan is the first consideration in funding, (2) the funding plan should not take money back from schools during the school year, (3) the budget was built around assumptions that weigh proposals

from the governor and the legislature (no State budget has been established at this point in time) and (4) the budget blended site-based and centralized funding methods for schools in FY 12.

Key Features of the budget plan include (1) the District living within its means. This involved projecting "means" through the life of the plan, prioritization of funding in accordance with the SSSC plan and the allocation of funds to bring about success of the plan. (2) A re-prioritization of funding by shifting funds within the district budgets to effectively resource the SSSC plan. (3) Differentiation of funding by basing funding on the requirements of the plan and not on status-quo process and procedure. And finally, (4) the implementation of a robust, detailed tracking and reporting program to calibrate (quarterly) the financial effectiveness of the plan and recommending adjustments as necessary.

The original shortfall was projected to be \$19.8 million. \$4.8 million was added to that as a planning assumption based on the proposals put forward by the Governor and the legislature for the State budget. This resulted in the current projected shortfall of \$24.6 million. A mitigation plan was put together using funds as follows:

- \$6.0 million The original use of fund balance
- \$1.0 million Allowable Nutrition Service Fund transfer
- \$4.5 million Utilization of Ed Jobs revenue
- \$1.0 million Placing a hold on OPEB Trust Fund investment
- \$9.9 million Net program reduction from roll-over
- \$2.2 million Schools reduction from roll-over
- \$24.5 million Total

He then provided a comparison between FY 11 and proposed FY 12 general funds in the areas of total available revenue and amounts allocated to schools, school support services, district-wide and central administration. He noted the District will be able to meet most SSSC promises for schools using the new centralized funding method and that there was an increase in school funding compared to FY 11.

He provided a brief overview of the Early Retirement Incentive (ERI) which was built into the FY 12 assessment, noting 118 individuals chose the ERI option which helped to mitigate some other personnel challenges for the schools.

He finished the presentation first by outlining the funding priority list should additional monies become available from the legislature. If this should happen the funds would be used 70% to schools, 20% district-wide and 10% for school service support. He followed this with administration's recommendation that the Board adopt the FY 12 budget in the amount of \$636,282.683.

#### QUESTIONS/DISCUSSION:

- The Superintendent noted relative to transportation that the change to three tier busing reduced the transportation budget by almost \$2 million. She stated administration recognizes the changes in start times have created problems for some families. She went on to say administration is working on solutions to some of the issues created by this change particularly as it affects one school. Morning enrichment opportunities are being provided for students at no cost to families for that school.
- The Superintendent stated the District is committed to the Out for Equity program and to keeping the two staff people working with the students. Administration recognizes this is a program students and families appreciate greatly. The program serves about 300 students. One of the changes made was changing the position from a TOSA to a licensed position requiring a license in counseling or social work.
- Thanks were extended to administration for keeping the Out for Equity program in the schools.
- Administration was thanked for providing creative solutions for the families of Chelsea Heights.

- Regarding Out for Equity, the District has provided long time support for this program with excellent results. Appreciation was expressed for the clarification on the program and thanks extended for changing the position to a licensed position.
- The comment was made the Board is looking for Out for Equity to expand its reach and service to students and staff in the district.
- If other communities need assistance regarding the change in start times will administration seek resolution for them? Response: Administration focused on Chelsea as it had had the greatest change in time (65 minutes). Most other schools had smaller changes that can be adjusted to. However, administration will offer assistance to all communities and explore opportunities.
- Out for Equity – where will the program be housed? At this point administration is working on other programming and has not finalized a location for this program. Administration will find a location that meets the needs of the students.
- Administration was asked to check on metro transit options for any site selected (frequency and time of day service is provided) to facilitate travel options for the students.
- The Board commended HR and the Superintendent for their willingness to put together an effective ERI program. This allowed a large number of current teachers to maintain their jobs while their counterparts got a head start on retirement. Recognition and thanks were extended for the work of the Operations Department.
- Staff was also commended for the work done on budget and for their timely responses to questions posed by Board members.
- A Board member stated she was sorry to have to lay off staff but the District does not have the budget to support more staff who provide such valuable support to students and families. She went on to say this year's budget process has been a very messy process because of the legislature's failure to finalize their budget requiring the District to work with its "best guess". She indicated it could possibly get worse depending on final decisions from the legislature. Additional complications were provided by the District's move in a new direction with the SSSC Strategic Plan and alignment of the budget to the plan while making major changes within the district.
- With possible changes from the legislature, how will a potential state shut down impact SPPS and the budget? Response: It was stated it is amazing that it was necessary to build budget on an assumption due to legislative failures. If shutdown occurs, if schools are not funded and continue to operate the District will either borrow or use a line of credit to cover expenses. Either of those options comes at the price of fees and interest rates. Staff have done cash flow assessments and planned back from worst-case scenarios on the possible use of a line of credit borrowing of up to \$100 million. This would require Board approval. The fees and interest rate costs to borrow would be assumed by the district. Repayment on this cost, if money is restored from the legislature, would be first priority. The key is to be informed about what is going on in the legislature and have contingency plans which can be implemented should the need arise.
- What about borrowing from the SPPS fund balance, has this been considered or done? Response: The District will not be borrowing from its fund balance. Why not? Response: Because the Board has a policy of maintaining 5% in reserve for the fund balance and that has a direct affect on the District's bond rating. This would only be considered if a cost benefit analysis recommends that option. It is not currently seen as the best course of action.
- It was stated that as residents of Minnesota everyone can see the impact to districts this failure on the part of the legislature is causing. It was suggested individuals should go to their representatives to ask that the budget impasse be resolved soon and that education funding be reconsidered and increased.
- What efforts has the District made outside of working with its legislative liaison to influence state leaders? Response: The District started work very early in January. Legislators were invited to schools to see and experience what kids and families experience there. Town meetings were held to discuss issues and how various decisions would impact the district. Many staff members have testified before the legislature, press conferences have been held to explain the impact of loss of integration dollars. The District has worked with the Federation, other superintendents to explain school

funding and how legislative decisions have affected it in the past and what current proposals would do.

- Board members noted they had worked with fellow Board members from the area to stand up for right ideas in terms of the budget and to define the impact of legislative decisions on districts.
- Is there a possibility for the District to put together verbiage for residents to use in contacting their representatives? Perhaps putting that on the website? Response: It was noted such work is being done very thoroughly by MSBA, ASMD, MMEP. It was noted it is also critical to stay up-to-date with information, to be as informed as possible. The Superintendent noted there are updates within *The Bridge* for staff regarding the legislation and that is available for use in lobbying on legislation. This can be found from the SPPS home page by clicking on the "K-12 Funding Bill" box.
- An update on Print Copy Mail Center (PCMC) was requested. Response: Administration has looked at the options and will continue with the PCMC. Changes in business practices within the PCMC are vital and it will be monitored to be sure it is moving toward the desired result. Administration will also be realistic in determining its future based on results of the monitoring relative to the budget for FY 13.
- A Board member requested that administration work with PCMC staff help to make it as successful as possible.
- Is there a way to realize the \$1.9 million in transportation savings if staff can find two schools willing to switch tiers? Response: No, the times for other schools will not be changing. Staff will continue to work on Chelsea to see what options might be out there for the 32% who are transported. It needs to be clear it is not a one to one trade off, the system is nested within the whole transportation routing system. There are 317 routes run each day in the morning and afternoon and all are interconnected and a change in one area has a cascading effect throughout the whole.

## VII. PUBLIC COMMENT

- Jane Schmidt – Transportation for the Highland Park Catholic School
- Ellen Merlin – Thanks for support for the Out for Equity program
- Annie Hanson – Accomplishment of Out for Equity over the years
- Magan Dennis – Thanks for support for Out for Equity program and importance of access for students
- Matthew Thwede – Value of Out for Equity Program and impact of move of Rosie's Rainbow Center and value of easy access for the programming
- Christina Weirs – Chelsea Heights and impact of start time changes
- Lynn Ogawa – Chelsea Heights and impact of start time changes
- Colleen Wherley – Chelsea Heights and impact of start time changes
- Kate Konka – Chelsea Heights – why should 32% impact decisions
- Fariah Budul – Impact on Somali families at Chelsea Heights, reconsider decision
- James Jordan – thanks for support for Out for Equity program, think about leadership/staffing of program
- Jessica Banks – Chelsea Heights urge to reconsider start time changes
- Kevin Heupenbecker – Chelsea Heights and impact of start time changes
- Sheldon Berg – Chelsea Heights disappointment in way changes were presented to families
- Matt Parker – Chelsea Heights start time impact on parents and families
- Bob Zick – School district operations
- Erin Berg – Start time at Chelsea Heights and disruptions caused to families and lack of input from community in decision
- Elizabeth Paulson – Support of budget proposed and presented to Governor

## VIII. COMMITTEE REPORTS

- A. Committee of the Board Meeting of June 14, 2011

The meeting opened with a Discussion on FY 12 Budget and covered two primary areas:

1. **Print Copy Mail Center**

An Update on the Print Copy Mail Center with two options being brought forward. Option 1 was the elimination of the PCMC with a savings of over \$200,000 in FY 12 and probably more into the future or Option 2 to retain the PCMC and keep it operating. This would require an immediate cut to costs so there is no General Fund cross subsidy would be required.

RECOMMENDED MOTION: That the Board of Education ask administration to continue to pursue Option 2 further to gain more information and that it keep the Board informed during the process.

The Chair declared this motion moot so no action is necessary since Administration has already addressed the issue involved.

2. The second area covered was a **Presentation and Discussion on the FY 12 Proposed Budget**. There was a review of information provided in past presentations and opportunity for Board members to ask about particular areas where they had questions or concerns.

**RECOMMENDED MOTION: That the Board of Education adopt the FY 12 balanced budget of \$636,282,683.**

The motion was approved with the following roll call vote:

Mr. Risberg	Yes
Mr. Hardy	Yes
Ms. Kong-Thao	Yes
Ms. O'Connell	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes
Ms. Carroll	Yes

QUESTIONS/DISCUSSION:

- The potential adjustments based on legislative action, what is the SPPS timeline for adjustments following finalization of legislative action. Response: The process will include an analysis of the impact of the action which will be brought to a COB and Board meeting for discussion and action.
- It was noted that the Board routinely has budget adjustments made over the course of the year.

3. Policy on Dangerous Weapons Relative to JROTC

RECOMMENDED MOTION: That the discussion on Dangerous Weapons Relative to JROTC be moved to the June 28 COB meeting agenda.

No action was taken as the change in date has been made.

There was no report on Strong Schools, Strong Community or update on Policy.

**MOTION: Mr. Brodrick moved the Board of Education accept the report on the Committee of the Board of June 14, 2011 as presented. Motion seconded by Ms. Carroll.**

The motion was approved with the following roll call vote:

Mr. Risberg	Yes
Mr. Hardy	Yes
Ms. Kong-Thao	Yes
Ms. O'Connell	Yes

Mr. Brodrick	Yes
Ms. Street-Stewart	Yes
Ms. Carroll	Yes

**IX. CONSENT AGENDA ITEMS PULLED FOR SEPARATE CONSIDERATION:**

Director Carroll stated she had pulled the two items in order to recognize the generosity of the individuals in providing the bequests to the school or program. Staff provided additional background on the individuals who had made the two bequests to SPPS schools/programs.

**BF 28730**                    Request for Permission to Accept a \$10,000 Monetary Gift Donation to Jackson Preparatory Magnet from the Estate of a Former Educator

**MOTION:**                    **Ms. Carroll moved, seconded by Mr. Hardy, that the Board of Education authorize the Superintendent (designee) to accept the monetary gift donation to support student achievement in math and literacy interventions in the regular program and after school program.**

The motion was approved with the following roll call vote:

Mr. Risberg	Yes
Mr. Hardy	Yes
Ms. Kong-Thao	Yes
Ms. O’Connell	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes
Ms. Carroll	Yes

Thanks were extended to the family for their support for the school.

**BF 28731**                    Acceptance of a Bequest from the Estate of Dr. Terilyn Turner through the St. Paul Public Schools Foundation to the St. Paul Public Schools – Adult Basic Education Program at the Ronald M. Hubbs Center for Lifelong Learning (Hubbs Center)

**MOTION:**                    **Ms. O’Connell moved, seconded by Ms. Carroll, that the Board of Education authorizes the Superintendent (designee) to allow the Hubbs Center to accept this Bequest from the Estate of Dr. Terilyn to be used as designated.**

The motion was approved with the following roll call vote:

Mr. Risberg	Yes
Mr. Hardy	Yes
Ms. Kong-Thao	Yes
Ms. O’Connell	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes
Ms. Carroll	Yes

Thanks were again extended for the bequest and for the individual’s caring about the particular school or programs enough to provide support for it.

A request was made that staff obtain additional background about the donors as it releases information on the donations.

**BF 28732**                    School Resource Officer Contract

Director Hardy indicated he had pulled this item in order to gain more understanding about its purpose/need.

**MOTION: Ms. Carroll moved the Board of Education consider and authorize the Chair and Clerk to execute an agreement with the City of St. Paul Police Department to provide School Resource Officers for services to the Saint Paul Public Schools for the term July 1, 2011 through June 30, 2014 in accordance with all terms and provisions of said agreement. Motion seconded by Ms. O'Connell.**

The motion was approved with the following roll call vote:

Mr. Risberg	Yes
Mr. Hardy	Yes
Ms. Kong-Thao	Yes
Ms. O'Connell	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes
Ms. Carroll	Yes

**QUESTIONS/DISCUSSION:**

- The need for SROs moves from 7 to 10, is this move reactionary to recent incidents or proactive to add to security of schools? Where will they serve, high schools or other schools and ALCs? Response: These three positions are part of the initiative to bring all security under the auspices of the Security and Emergency Management Department, all security across the district including transportation security. This will provide a more comprehensive approach by having all of this under one umbrella and get more work from the officers. The three additional officers will be used on the street when buses are rolling and they will also come into the schools and serve there. Traditionally the SROs have served the high schools. The new positions will serve as back up to high schools but will also serve middle schools and elementary schools. They are not new positions; they have been moved from the Transportation budget into the Security budget. Therefore, it is the same numbers, just a reallocation to a different budget.
- So, the three positions will be moving from transportation to float among schools. Response: Yes, they will be "roving officers" who will back up schools, be mobile on the road when buses are moving. Most importantly, they will be available where needed as needed for real time response by officers trained to work with kids and families.
- Can the message be put out to the community that this is a positive move, a proactive action on the part of the District? Response: This is a realignment of services. It is about making an opportunity to serve schools in a more efficient and timely manner as well as provide back up for absences.
- Please provide some explanation of the increase in cost to the district. Response: This is a shift in costs from one area to another.
- Why have costs gone up while the City portion stays the same? Response: Costs have gone up because of salary and benefits. It has been historic that the Police Department contribute \$100,000 in cash along with vehicles, fuel and maintenance costs which are considerable. The benefit is these officers are dedicated specifically to the SPPS.
- In future, include the historic information when this comes up again.
- What is their availability to alternative programs? Response: They are multi-purpose officers and serve all students.
- It needs to be remembered the primary purpose of SPPS is student learning; what needs to be done is to make everything else work better, cheaper and faster to support that.

**BF 28733                      Integrated Workplace Management System (IWMS) Software**

Director Hardy indicated he had pulled this item in order the get answers to several questions.

**MOTION: Ms Carroll moved the Board of Education authorize the purchase of Integrated Work Order Management System software, TRIRIGA as requested of Request for Proposal No. A9441-K to TRIRIGA, Inc for \$154,256.00 to purchase the software, license and support fees for the first year, and for ongoing costs to license, maintain and support the software for as long as the District owns the software. Motion seconded by Mr. Brodrick.**

The motion was approved with the following roll call vote:

Mr. Risberg	Yes
Mr. Hardy	Yes
Ms. Kong-Thao	Yes
Ms. O'Connell	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes
Ms. Carroll	Yes

QUESTIONS/DISCUSSION:

- Why this particular new software, how long will it last and how will it benefit the goals of the SSSC plant? How will it help achieve goal 1, is it on trail or permanent and how easily will it integrate with other SPPS systems? Response: This is a strategic action in that the District is pursuing taking four disparate systems (old technology) and moving forward into 21<sup>st</sup> century capabilities with a common operating picture, with shared information in a rapid format to reduce action/reaction time and get at the most cost efficient solution. Use of this software will allow principals to focus on student achievement by allowing their head engineers to more efficiently request repairs and other tasks that maintenance, planning and operations deals with a on a daily basis. It will allow requests in a one-stop shop, allow them to track their request on a real-time basis. It will allow Operations to track changes, audit costs and gain greater efficiencies throughout the district. The system is owned and operated by IBM and modules can be implemented as systems are expanded. The program is designed to integrate with systems SPPS currently uses (Oracle, PeopleSoft, etc.) and implementation with current systems would work closely to maintain relationships with programs already in place and will allow the finance system to get up to the minute costs and information associated with various areas.
- Will the Board be kept up-to-date on how this system is accomplishing these goals? Yes, as part of routine operations updates.
- This software will allow system-wide integration so the District can do real time management.

X. **OLD BUSINESS**

A. Policy - Third Readings

<b><u>BF 28734</u></b>	<b>Policy 209.00: Development, Adoption, Implementation and Monitoring of Policies</b>
<b><u>BF 28735</u></b>	<b>Policy 209.01: Regulatory System</b>

**MOTION:** Ms O'Connell moved, seconded by Ms. Carroll, the Board of Education approve Policy 209.00: Development, Adoption, Implementation and Monitoring of Policies and Policy 209.01: Regulatory System, as revised.

The motion was approved with the following roll call vote:

Mr. Risberg	Yes
Mr. Hardy	Yes
Ms. Kong-Thao	Yes
Ms. O'Connell	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes
Ms. Carroll	Yes

XI. **NEW BUSINESS**

<b><u>BF 28736</u></b>	<b><u>Resolution Providing for the Competitive Negotiated Sale of \$16,710,000 General Obligation School Building Refunding Bonds, Series 2011C; Covenanteeing and Obligating the District to be Bound By and Use The Provisions</u></b>
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of Minnesota Statutes, Section 126C.55 to Guarantee the Payment of the Principal and Interest on the Bonds (Bond Refunding 2002A & 2002B)

QUESTIONS/DISCUSSION:

- How will these funds be used, paid off over time? Response by Springsted Representative for Bond Sales. The purpose of this is to refinance two bond issues 2002A and 2002B. This is a refund of \$7 million and \$9 million respectively. This will provide SPPS the opportunity to save 6% on debt service on these issues (approximately \$1.1 million). She noted SPPS does well with refundings and its bonds as it has a very high credit rating due to staff maintaining a good financial outlook for the district. She also noted these two issues had been brought forward twice and pulled back as the conditions at those two points in time did not meet expectations of the district or Springsted. The current rates on this refinance will be of benefit to the district.

**MOTION:** Ms. Carroll moved the Board approve the Resolution Providing for the Competitive Negotiated Sale of \$16,710,000 General Obligation School Building Refunding Bonds, Series 2011C. Motion seconded by Mr. Hardy.

The motion was approved with the following roll call vote:

Mr. Risberg	Yes
Mr. Hardy	Yes
Ms. Kong-Thao	Yes
Ms. O'Connell	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes
Ms. Carroll	Yes

**XII. BOARD OF EDUCATION**

A. Information Requests & Responses

1. Director Hardy requested an update on Out for Equity be placed on an upcoming COB agenda.

B. Items for Future Agendas - None

C. Board of Education Reports/Communications

1. Director Kong-Thao extended the thanks of the Board to all staff members for their dedication to serving the students of the district and particularly to the Business & Operations Department for all of the work involved in putting the budget together.

**XIII. FUTURE MEETING SCHEDULE**

A. Board of Education Meetings (5:45 unless otherwise noted)

- July 19
- August 16 (Tentative)
- September 20
- October 18
- November 15
- December 13
- January 10, 2012 -- SPPS Annual Meeting (4:30 p.m.)
- January 17

**MOTION:** Ms. Carroll moved the Board of Education add a Special Closed Board meeting on Labor Negotiation Strategies for July 19, 2011 with the time tentatively to be 5:00 p.m. The motion was seconded by Ms. O'Connell.

The motion was approved with the following roll call vote:

Mr. Risberg	Yes
Mr. Hardy	Yes
Ms. Kong-Thao	Yes
Ms. O'Connell	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes
Ms. Carroll	Yes

B. Committee of the Board Meetings (4:30 unless otherwise noted)

- June 28
- July 19
- August 23
- September 13
- October 4
- November 1
- December 6
- January 10, 2012 -- 5:00 p.m.
- January 31

XIV. **ADJOURNMENT**

**MOTION:**                    **Mr. Brodrick moved the meeting adjourn; motion seconded by Ms. Carroll.**

The meeting adjourned at 9:16 p.m.

For clarity and to facilitate research, these minutes reflect the order of the original Agenda and not necessarily the time during the meeting the items were discussed.

Prepared and submitted by  
Marilyn Polsfuss  
Assistant Clerk, St. Paul Public Schools Board of Education